

## **2007 Resolution of Necessity Preparation Calendar for Appearances Before the Commission**

To allow adequate time for preparation of appearances presented to the California Transportation Commission (Commission), please adhere to the following schedule in planning the District Condemnation Evaluation and the Condemnation Panel Review Meetings (formerly the First and Second Level Review Meetings). The information listed here is supplemental to the procedures found in the Project Development Procedures Manual (PDPM), Chapter 28 Resolutions of Necessity [http://www.dot.ca.gov/hq/oppd/pdpm/chap\\_pdf/chapt28.pdf](http://www.dot.ca.gov/hq/oppd/pdpm/chap_pdf/chapt28.pdf) and <http://pd.dot.ca.gov/design/ron.asp>

The District Condemnation Evaluation (District) and the Condemnation Panel (Panel) Review Meetings shall be conducted separately to afford the district every opportunity to discuss the project and to negotiate a settlement with the property owner. Combined District and Panel review meetings shall be considered only in unusual circumstances and prior approval from the District Director is required.

The District meeting must be held far enough in advance of the Panel meeting to allow adequate time for the district to consider and evaluate recommendations proposed at the District meeting. Results from all evaluations are to be documented by the district in the [Appearance Information Sheet \(AIS\)](#) and included in district's presentation at the Panel meeting. The AIS must be signed by the District Director prior to submission to the Condemnation Panel to transfer information and request scheduling of a Panel meeting.

The Panel meeting should take place a minimum of four weeks prior to the HQ Dry Run dates as listed below. The district will arrange a field review of the project/parcel for the benefit of the Condemnation Panel members, prior to the Panel meeting. The prescheduled Dry Run dates are as listed, along with the date that the district's scripted PowerPoint is due to HQ Division of Design (DOD) for review. Failure to deliver the PowerPoint to DOD by the deadline will disqualify the district from participating in the Dry Run and will result in deferral of this action to a future Commission meeting.

Exceptions to this schedule will be considered on a case-by-case basis and requires prior approval from the DOD and Division of Right of Way & Land Surveys Chiefs. When exceptions are granted, the district will have the additional responsibility of preparing the Panel Report.

<b>Commission Meeting Date Location</b>	<b>Panel Review Meeting by:</b>	<b>PowerPoint w/ Detailed Speakers Notes to DOD by:</b>	<b>HQ Dry Run Date</b>
January 31, 2006-February 1, 2007 Sacramento	November 30, 2006	December 14, 2006	December 21, 2006
March 14-15, 2007 Sacramento	January 11, 2007	February 1, 2007	February 8, 2007
April 25-26, 2007 San Luis Obispo	February 22, 2007	March 15, 2007	March 22, 2007
June 6-7, 2007 Sacramento	April 5, 2007	April 26, 2007	May 3, 2007
July 25-26, 2007 Glendale	May 24, 2007	June 14, 2007	June 21, 2007
September 19-20, 2007 Folsom/Roseville	July 19, 2007	August 9, 2007	August 16, 2007
November 7-8, 2007 Coachella Valley	September 6, 2007	September 27, 2007	October 4, 2007
December 12-13, 2007 Sacramento	October 5, 2007	November 2, 2007	November 9, 2007

Additional preparation and scheduling information for Commission meeting agenda due dates can be found at: <http://www.dot.ca.gov/hq/transprog/ctcliaison/2006/2006 Prep Schedule External.pdf>